DOCUMENT RESUME

ED 445 579 HE 033 173

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TITLE	Research Projects Scheme in Distance Education.
INSTITUTION	Indira Gandhi National Open University, New Delhi (India). Distance Education Council.
PUB DATE	2000-00-00
NOTE	17p.; For related document, see HE 033 172.
AVAILABLE FROM	Distance Education Council, Indira Gandhi National Open University, K-76 Hauz Khas, New Delhi-110016, India; Tel: 011-6569668; Fax: 011-6861340; e-mail: dec@nde.vsnl.net.in.
PUB TYPE	Guides - Non-Classroom (055) -- Reports - Descriptive (141)
EDRS PRICE	MF01/PC01 Plus Postage.
DESCRIPTORS	*Distance Education; *Educational Research; Foreign Countries; Higher Education; Program Evaluation; Research and Development; Research Committees; Research Projects
IDENTIFIERS	*India

ABSTRACT

This guidebook is intended to help researchers apply for funds for research projects in distance education through the Distance Education Council of Indira Gandhi National Open University (India). The stated intent of this guidebook is to encourage system-based research; to promote in-depth studies to evaluation programs, their impact, and their effectiveness; to investigate specific problems related to existing concepts and practices and suggest solutions to such problems; and to encourage studies of new technologies and their application. The document classifies projects into three categories by funding level (minor, major, and mini research projects), and sets out requirements for eligibility, level of assistance, duration, financial support, and the research proposal for each level. Also provided is information on application time schedules, how projects are selected and awarded, requirements for the final report, transferring projects, and requesting extensions. A proforma of application form for the award of research projects is included. Appended is a list of 19 suggested areas for research in distance education. (SM)

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DISTANCE EDUCATION COUNCIL

RESEARCH PROJECTS SCHEME IN DISTANCE EDUCATION

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Prined and Published *by Director, Distance Education Council, IGNOU, K-76, Hauz Khas, New Delhi.*
Printed at *Dee Kay Printers, 5/37A, Kirti Nagar Indl. Area, New Delhi-110 015.*

DISTANCE EDUCATION COUNCIL

RESEARCH PROJECTS SCHEME
IN
DISTANCE EDUCATION

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
K-76, HAUZ KHAS, NEW DELHI-110016
2000

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RESEARCH PROJECTS IN DISTANCE EDUCATION

1. INTRODUCTION

The Distance Education Council has instituted a scheme of Research Projects in distance education

- to encourage system based research;
- to take up in depth studies for evaluation of the programmes, their impact and effectiveness etc. with a view to bring about correctives;
- to investigate specific problems about the concepts and practices in vogue in the system and to find solutions to them; and
- to undertake studies on new technologies, their application and their potential.

2. RESEARCH AREAS

An illustrative list of areas in which Research Projects in distance education are invited are mentioned in Annexure-I.

3. TYPES OF RESEARCH PROJECTS

The projects are classified into three categories A, B and C for the purpose of funding.

4. CATEGORY A: Minor Research Projects

4.1 Eligibility

The Council will provide financial assistance to permanent academics in the State Open Universities and faculty in CCIs to take up along with their usual work intensive and in depth research study in distance education.

4.2 Level of Assistance

The level of assistance will be upto Rs. 30,000/-

4.3 Duration

The duration of the project will be 12 months. The duration can be extended for a period of six months with the prior approval of the Council.

4.4 Financial Support

Assistance will be provided for books and journals, field work, contingency including preparation/xeroxing/printing of questionnaire for meeting expenditure on stationery, postage, computational work, typing of completed research papers, etc. which are specially required for the project.

4.5 Research Proposal

The project proposals should be scrutinised by the Research Committee of the concerned university/institution from the point of view of its usefulness and relevance in conformity

with the objectives of university/institution before it is submitted to the DEC. A certificate to this effect should accompany the application.

The detailed research proposal should be submitted in the enclosed proforma given in Annexure-II. The research proposal should contain the following:

a. Abstract (minimum 100 words).

b. Background and justification for taking up the research project.

c. Detailed objectives and methodologies to be followed.

d. Expected outcome and its relevance to the ongoing programmes in the university.

e. Budget proposal and itemwise justification.

4.6 Release of Funds

The Council will release in full the financial assitance for books and 50% support for remaining items. The remaining amount would be released after receiving the following documents in the prescribed Proforma.

(i) Progress Report

(ii) Statement of expenditure and utilisation certificate

5. CATEGORY B: Major Research Projects

5.1 Eligibility

The Council will award this type of research scheme to permanent academics in the State Open Universities and faculty in CCIs of Conventional Universities.

The project may be submitted by an individual or by a group. One person will act as a Principal Investigator for the joint project.

5.2 Level of Assitance

The Council will provide financial assistance upto Rs. 2.0 lakhs for this category.

5.3 Duration

The duration of the project will be 20 months. The duration can be extended for a period of one more year with the prior approval of the council.

5.4 Financial Support

Assistance will be provided for items like minor equipment, books and journals, field work, contingency including preparation/xeroxing/printing of questionnaire for meeting expenditure on stationery, postage, computational work, typing of completed research papers, etc. which are specially required for the project. The broad pattern of expenditure could be as follows :

5.4.1 Contingency

An amount of upto Rs. 5,000.00 could be used for meeting expenditure on stationery, postage, computational work, printing of questionnaire, reprographic work, typing of completed research papers etc.

5.4.2 Travel and Field Work

Where it is essential for the researcher to travel and collect information, a part of the grant may be used for field work provided proper justification for the same is made.

5.4.3 Equipment

Minor Equipment facility like computer softwares, enhancement in computer facilities and equipment related to technological applications etc. may be acquired with the grant.

5.4.4 Hiring Services

In case Technical Staff are required for the implementation of the project, they may be hired on a fixed amount for short period on job basis.

5.4.5 Research Personnel

The project coordinator may recruit Project Associate(s) if required, for the duration of the scheme. The appointment of Project Associate may be done by an open selection and by a duly constituted Committee. Preference should be given to candidates registered for research degrees. Services of retired teachers may be utilised if their association is necessary for the successful implementation of the project.

5.4.6 Research Proposal

The project proposals should be scrutinised by the Research Committee of the concerned Open University/Institution, from the point of view of its usefulness and relevance in conformity with the University/Institution objectives. A certificate to this effect should accompany the proposal.

A detailed research proposal should be submitted in the enclosed proforma given in Annexure-II. The research proposal should contain the following :

a. Abstract (minimum 200 words).
b. Background and justification for taking up the research project.
c. Detailed objectives and methodologies to be followed.
d. Expected outcome and its relevance to the ongoing programmes in the university.
e. Current National and International activities in the area.
f. Budget proposal and itemwise justification.

5.4.7 Release of Funds

The Council will release in full the financial assistance for books and equipments and 50% support for remaining items. Salary of the staff will be released in full on receipt of particulars of the candidate concerned. The remaining amount would be released after receiving the following documents in the prescribed proforma.

(i) Progress Report
(ii) Statement of expenditure and utilisation certificate.

6. CATEGORY C : Mini Research Project Scheme

6.1 Eligibility

The scheme is open to teachers and other academics in State Open University and Correspondence Course Institutes of the Conventional Universities. The purpose of this project is to enable academics to write up/give finishing touches to/or otherwise complete their research report, etc. on which some work has already been done.

6.2 Duration

The duration of Mini Projects will be upto 3 months.

6.3 Level of Assistance

The ceiling of grant will be Rs. 10,000/-

6.4 Financial Support

Assistance will be provided for field work, contingency including preparation/xeroxing/ printing of questionnaire, expenditure on stationery, postage, computation work, preparation of project report etc.

6.5 Research Proposal

A detailed research proposal should be submitted in the enclosed proforma given in Annexure-II. The research proposal should contain the following :

a. Abstract not more than 100 words.

b. Background and justification for taking up the research project, if it is a new project.

c. A brief account of the work already done if the project is to complete a work.

d. Objectives and methodologies to be followed.

e. Budget proposal and itemwise justification.

7. TIME SCHEDULE FOR APPLICATION

Application for Research Project will be considered twice in a finanical year.

Application should be made in the attached profroma alongwith the enclosures. The project proposals should be sent to:

The Director
Distance Education Council
Indira Gandhi National Open University
K-76, Hauz Khas
New Delhi-110 016

Conditions applicable for all the three Categories.

8. SELECTION/AWARD OF PROJECTS

The selection for the award of the Research Projects will be made on merit and on the recommendation of a Committee appointed by the DEC for this purpose. Preference would be given to those Research Schemes which are

- innovative;
- relevant to the thrust areas identified by the DEC (See Annexure-I); and
- relevance to the developmental goals of the host institution.

The decision of the Committee shall be final and no further enquiries will be entertained.

9. FINAL REPORTS

The investigator of the scheme will submit a detailed final report giving the objectives achieved and the results obtained.

10. TRANSFER OF A PROJECT

If the Project Investigator of a Research Project takes up an appointment in another institution before the completion of the project, the DEC may permit the transfer of the Research Project to the other institution. However, it should be the duty of the Project Investigator and the host institution to inform the DEC immediately after the project coordinator has left the institution.

11. EXTENSION IN THE DURATION OF RESEARCH PROJECT

11.1 The DEC may grant extention of time to complete the Research Project on a specific request from the Investigator of the Project. Such extension shall ordinarily be subject to the condition that no additional grant-in-aid will be involved.

11.2 If the DEC is not satisfied with the progress of the work of the Research Project or if it finds that the terms and conditions of the grant are being seriously violated, it reserves the right to terminate the Project or withhold any part of the grant not released.

12. GENERAL

i. Assistance will be available to a teacher only for one Research Project at a time.

ii. Prior approval of the Council will be necessary for publishing the results of the project.

iii. All assets in the form of equipment or other items will become the property of host institutes on completion of the project. Books purchased with the Council's assistance may be retained by the Investigator after the completion of the project.

iv. All the projects should be submitted through the University/Institution where the researchers are working.

v. While forwarding the proposals, the institution concerned should furnish an undertaking that it will ensure the proper utilisation of the grant sanctioned for the project and that the audited accounts will be furnished to the DEC in due course.

vi. Grants under the scheme will be released only to the host institution/university and not to the individual teachers.

PROFORMA OF APPLICATION FORM FOR THE AWARD OF RESEARCH PROJECTS

DISTANCE EDUCATION COUNCIL
INDIRA GANCHI NATIONAL OPEN UNIVERSITY
K-76, HAUZ KHAS, NEW DELHI - 110 016

PROFORMA OF APPLICATION FORM FOR THE AWARD OF RESEARCH PROJECTS

1. Type of Research Projects (Please circle one) : A B C

2. Name, Date of Birth, Qualifications, Designation and Address of Investigator(s) :

(a) Principal Investigator

(i) Name (In Block Letters) :

(ii) Date of Birth & Age (as on date) :

(iii) Address :

(iv) Educational/Qualifications (university degrees only) and subject of specialisation (institution) :

(b) Other Investigator(s)

(i) Name :

(ii) Date of Birth :

(iii) Address :

(iv) Academic Qualification (university degrees only) :

(c) No. of Publications if any :
Published in Journals _____
Books _____
Unpublished _____

3. Name of the School/Department/ Division of Open University where proposed research is to be carried out

4. Give particulars of the

(a) Area of the Research (Please see Annexure-I) :

(b) Title of Research Problem (Detailed Research Proposal to be submitted alongwith the applicaiton form without which application will not be considered) :

5. Abstract (100 words minimum) :

6. Are you aware of the work done or being done on the above project or on a similar or allied project in any other Institution in the country? If yes, please attache a note indicating the present status of research in the area in which you now propose to work and the gaps which you now propose to cover.

7. Any other information relevant to the Research work, which you may like to give in support of your application.

8. Financial Assistance required :

Honorarium for Res. Personnel engaged by the Principal Investigator

Field Work and Travel

Books and Journals

Contingency

Hiring Services

Equipment facilities (Pl. specify)

Any other item

Total estimated expenditure

9. Whether the teacher is receiving support for the research work from any other funding agency? If yes, please give details.

_____

_____

_____

_____

_____

10. List of Enclosures : _____

_____

_____

_____

_____

11. Declaration :

I hereby declare that to the best of my knowledge and belief the particulars given in this application are correct.

Signature of the Applicant _____

---

12. Recommendations of the Forwarding Authority

Forwarded with the remarks that the facts stated in the above application have been verified and found correct and this Institution/Organisation will provide necessary facility including leave to the applicant for carrying out the research in case of the award of Research Project.

It is certified that the project is useful and relevant to the goals of this institution.

Signature _____
Head of the Institution/Organisation

Designation _____

Address _____

_____

_____

_____

Date : _____

ANNEXURE-I

THRUST AREAS FOR RESEARCH IN DISTANCE EDUCATION

1. Curriculum Design
2. Problem of Distance Learners
3. Constraints of Development of learning materials (print and non-print)
4. Teaching and learning processes
5. Student Support Services
6. Student evaluation
7. Economics of distance education
8. Media in distance education
9. Management of Open and Distance Education system
10. Application of New Technologies
11. Open Education Network
12. Quality Assurance
13. Effectiveness of Research Methodologies in distance education
14. Technology Communication System
15. Effective Learning Strategies in individual/ independent study
16. Network (web-based) Learning
17. On demand examination on Intranet and Internet
18. Audiographical contribution in preparation of Self Learning Materials
19. Fusion of Text, Sound, Images on CD for indepth study in professional courses

For Communication with DEC

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